



Environmental Health – Land Use Services

Building and Safety

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www.sbcounty.gov/ehlus

GRADING PERMIT IS REQUIRED WHEN:

1. An excavation is greater than two feet in depth or an excavation creates a cut slope from two feet to five feet in height with a slope steeper than one and one-half horizontal to one vertical or an excavation creates a cut slope greater than five feet in height.
2. A fill one foot or more in thickness. A three-foot fill may be placed without a permit if it does not exceed fifty cubic yards, does not obstruct a drainage course and is not intended to support a structure.
3. A fill less than one foot in thickness is placed on natural terrain steeper than five horizontal to one vertical.

NOTE: The permit shall be obtained before the grading is commenced. If the grading is done without a permit, investigation and enforcement fees may be charged.

To obtain a grading permit, a grading plan must be submitted. All grading in excess of 5,000 cubic yards shall be in accordance with the approved grading plan prepared by a civil engineer, and designated as “engineered grading” Grading less than 5,000 cubic yards may be designated as regular grading and plans prepared by an architect, civil engineer or registered building designer. Most single lot, residential, grading plans may be prepared by anyone. All plans must be signed by the person who prepared them.

MINIMUM REQUIREMENTS OF GRADING PLAN:

1. Owner’s name, street address and legal description or parcel number.
2. Show vicinity map or other data adequately indicating the site location.
3. Name, address, and telephone number of the design engineer, soils engineer and geologist.
4. Property limits and accurate contours of existing ground and details of terrain and area drainage.
5. Where grading is proposed on adjacent property, not owned by the permittee, submit an off-site grading letter (obtain information from public counter).
6. North point, scale and legend.
7. Location of all existing buildings, structures, cesspools, septic tanks, and wells on the property where the work is to be performed and those on adjacent properties which are within 15 feet of property lines.
8. Show limiting dimensions, elevations or finish contours to be achieved by the grading, proposed drainage channels and related construction. Show maximum limits in square feet of area that will be disturbed. A WDID # obtained from the Regional Water Quality Control Board is required if the disturbed area is greater than one acre.
9. Detailed plans of all surface and subsurface drainage devices, walls, cribbing, dams and other protective devices to be constructed with, or as a part of, the proposed work together with a map showing the drainage area and the estimated runoff of the area served by any drains.

10. Show location and details of berms and swales.
11. Show details of benching.
12. For compacted fill, specify on the plan:
 - a. Method of preparing natural ground.
 - b. Foundation bearing value desired.
 - c. Percent compaction desired - 90% of maximum density per ASMT D 1557 modified to three layers.
 - d. Number of tests to be made (1 test for each 2 feet of fill or each 1,000 cubic yards, whichever is greater).
 - e. A description of the fill material and borrow location(s).
13. Show slope setbacks from property lines.
14. Show amounts of excavation and fill. (Cubic yards)
15. Show typical lot drainage in subdivisions.
16. Show finished floor elevations.
17. Draw top and toe of slopes to scale.
18. Show proposed slope of cut and fill surfaces. (Ratio of horizontal distance to vertical distance.)
19. Show location of cut-fill contact (daylight) lines.
20. For single lot grading not involving land division or parcel maps, submit two copies, parcel map three copies, all other submit five sets.
21. The source of imported fill shall be identified on the plan.

PLANTING:

The surface of all slopes more than five feet in height and greater than five horizontal to one vertical shall be protected against erosion by planting or approved equal.

INSPECTIONS:

- Erosion Control/Preconstruction/FP-3: This inspection is made prior to any disturbance of the site.
- Pre-grade: This inspection is made after the permit is issued and the brush is removed, yet before grading has commenced.
- Benching: This inspection is made prior to fill placement on slopes greater than 5:1 when over 5’ in height.
- Over Excavation: This inspection is made when the cut/fill transition has been excavated.
- Rough Grading: This inspection is made when the pad elevation and slopes are roughed-in.
- Final: After grading is complete.

Note: All inspections except for the erosion control/preconstruction/FP3 and final may be certified by the engineer of record in lieu of County inspections.